



Trustees' Annual Report for the period

Period start date
From 1 January 2021 To 31 December 2021

Section A Reference and administration details

Charity name Moulton Community Association CIO

Other names charity is known by N/A

Registered charity number (if any) 1154390

Charity's principal address
Moulton Community Association
3/5 Broad Lane, Moulton, Spalding,
Lincs
Postcode PE12 6PN

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Richard Baynes	Lettings Officer until July 2021	Resigned July 2021	Moulton Community Association CIO
2	Margaret Coe	Minute Secretary		" "
3	Roger Cross	Health & Safety Officer until August 2021	Resigned August 2021	" "
4	Nigel Henderson	Premises Manager + Vice Chairman		" "
5	Mary Lane	Membership Secretary + Letting Officer from August 2021	Resigned from 31 December 2021	" "
6	Paul Lawrence	Publicity Officer until July 2021	Resigned July 2021	" "
7	Dorran Scarsbrook	Treasurer		" "
8	James Scarsbrook	Chairman		" "
9	Barry Sherwood			" "
10	Anthea Sherwood			" "
11	Pamela Stanley			" "
12	Christopher Tibbs			" "
13	Lesley Fisher		From October 2021	
14				

Names of the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
None	

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
None		

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document
(eg. trust deed, constitution)

Constitution
Dated 2015

How the charity is constituted
(eg. trust, association, company)

Charitable Incorporated Organisation

Trustee selection methods
(eg. appointed by, elected by)

Appointed by existing Trustees

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The following policies have been adopted by the Charity:

- Health and Safety – updated 2020
- Environmental – updated 2021
- Equal Opportunities – updated 2021
- Safeguarding – updated 2020
- Complaints

The following procedures have been adopted by the Charity:

- Disciplinary Process – updated 2021
- Grievance Process – updated 2021

Where appropriate we aim to work with and support other voluntary organisations within the Village and the Church/

During the year we have reviewed the following having regard to the Charity Commission's "5 Minute Guides"

- Good Decision Making (May 2021)
- Addressing Conflicts of Interest (August 2021)

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The provision and maintenance of a Village Hall and Community Centre for the use of the inhabitants of the Parish of Moulton in the County of Lincolnshire ("the area of benefit") without distinction of political, religious or other opinions including:

- a) Meetings, lectures and classes;
- b) Other forms of recreation and leisure time occupation with the object of improving the life of the said inhabitants.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The provision and maintenance of the Moulton Community Centre and Village Hall on behalf of the inhabitants of the Parish of Moulton, with the aim of improving the life of the said inhabitants.

By providing and maintaining the premises we are then able to let them for a variety of uses which inhabitants of all ages are able to attend according to preference. Unfortunately lettings have been hit hard in 2021 due to covid, requiring the buildings to close from the start of the year until June. Nevertheless, since reopening we have had use of the premises by:

- Brownies and Rainbows;
- Scouts, Cubs and Beavers;
- Tots and Carers
- Lace making;
- Flower arranging;
- U3A Needlework;
- Moulton Ladies;
- Bingo;
- Yoga
- Pilates
- Children and family parties;
- Christening;
- Elections;
- Miscellaneous meetings (including Parish Council)

Unfortunately not all former regular bookings have returned following the lifting of lockdown.

There are no restrictions on who may hire the buildings for public or private events although events which have the potential for causing a nuisance are considered on their merits. Regard must also be had to any necessary licences.

Hire charges are fixed in advance having regard to charges for other halls in the area. All hirers are subject to the same charges, although regular users and charities are entitled to a small discount.

Our policies have regard to the Charity Commission's Guidance on public benefit.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

In addition to the trustees, the Charity relies on help from friends and volunteers (FAVs), particularly when arranging fund raising activities.

The Charity does not make grants to individuals or bodies but has in the past, usually on an annual basis, sponsored the Village Magazine in which it advertises events and functions. A payment of £50 was made in 2021.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

The coronavirus (Covid 19) has again had a major impact on the work of the Community Association in 2021. Nevertheless, after being closed since March 2020 we finally reopened in June 2021. A considerable amount of work was done to make the buildings 'covid secure'.

The decision to open at this time was taken having regard to infection rates and in the knowledge that many of our user groups had said that they would not be returning until September (e.g. Tots and Carers, Uniformed groups, Flower Arrangers). Others had unfortunately advised that they would not be returning (e.g. Slimming World, Pop-in, Line Dancing).

Provisional plans to hold the Garden Crawl and Scarecrow Weekend event in July 2021, Last Night of the Proms in September 2021 and Carols on the Green in December 2021 were scrapped due to the continuing uncertainty over the coronavirus and also restricted numbers allowed in the Halls.

Due to the coronavirus, and in accordance with Government directives, Trustee meetings continued to be held virtually until June 2021.

Wages increased in line with Governments Living Wages with effect from April 2021.

Due to the inability to hold live entertainment during the majority of the year we had to look at alternatives and held an on line quiz and two Music Room events, all of which received good reviews.

Despite the loss of income from lettings during 2021, maintenance and improvement work continued. For this purpose a Buildings Group identified and prioritise works needed having regard to the finances. Maintenance and improvement works undertaken included:

- A replacement Cooker.
- A new Notice Board.
- Toilet Upgrades including some replastering of walls.
- Floor repairs in Ward Hall Annex.
- Sealing of sections of brickwork necessitated due to frost damage
- Internal painting of Myers Room woodwork.
- Replastering of sections of lobby wall in Community Centre.
- Removal of old obsolete radiators from Myers Room.
- Installation of Hand Driers in all toilets.

Section D

Achievements and performance

The garden area in front of the Community Centre has continued to be maintained by volunteers and looked good throughout the year, including appropriate displays, attracting positive feedback.

Section E

Financial review

Brief statement of the charity's policy on reserves

The Charity has a policy to keep a reserve of not less than £12,000 in the event of unexpected repairs or demand on funds. This has been proven to be prudent this year as income from lettings has again been limited due to the coronavirus shutdown during the first half of the year and even since reopening lettings are down as some regular users have not returned.

At the end of 2021 the Charity had a closing bank balance of £24,512. We have identified works of repair, maintenance and improvement although nothing is urgent at this point in time. The identified works could be done within our budget but a cautious approach must be maintained until we are again able to operate normally and get increased regular income through lettings.

Details of any funds materially in deficit

Not applicable

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

During the 2021 the Charity's principal sources of revenue / income were:

- Rental income from lettings Community Centre and Village Hall during the last quarter of the year
- Fundraising events:
Bingo (during the second half of the year)
- Grant income
Covid-19 Business Grant
Co-op Community Champions Grant towards toilet upgrades
- Donations

Fundraising and grant income enables us to maintain the buildings in a suitable state for letting. Income from lettings alone are insufficient to maintain the buildings which are old and in a conservation area. Although the buildings are not listed, the District Council Planning Officer has described them as being of historic importance to the Village.

Section F Other optional information

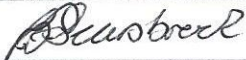

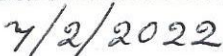
To assist with the maintenance of the premises the Charity employs a cleaner and person to undertake miscellaneous jobs.

Unfortunately we lost four trustees during the year. A recruitment campaign was therefore undertaken with some signs of success..

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	James A Scarsbrook	Dorrn L Scarsbrook
Position (eg Secretary, Chair, etc)	Chairman	Treasurer
Date		



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Moulton Community Association CIO

No (if any)
1154390

CC16a

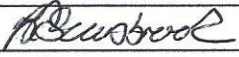

Receipts and payments accounts

For the period from	Period start date 01-Jan-21	To	Period end date 31-Dec-21
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Rental / Lettings	3,524	-	-	3,524	5,288
Donations	935	-	-	935	165
Grants	17,669	-	-	17,669	11,334
Fundraising	2,366	-	-	2,366	714
Donations towards CCCTV	-	-	-	-	-
Bank Interest	3	-	-	3	18
Give as You Live	15	-	-	15	-
	-	-	-	-	-
Sub total (Gross income for AR)	24,512	-	-	24,512	17,519
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	24,512	-	-	24,512	17,519
A3 Payments					
Equipment	2,343	-	-	2,343	109
Light and Heat	2,015	-	-	2,015	6,080
Wages	3,690	-	-	3,690	4,431
Repairs and Maintenance	3,513	-	-	3,513	16,405
Cleaning Materials	151	-	-	151	480
Water	393	-	-	393	404
Insurance	1,535	-	-	1,535	1,486
Stationery and Advertising	85	-	-	85	-
Accountancy	-	-	-	-	360
Hire Refunds	-	-	-	-	-
Broadband	335	-	-	335	435
Performing Rights Society Licence	549	-	-	549	-
Bank Charges	97	-	-	97	60
Garden Maintenance	-	-	-	-	25
Fundraising Expenses	1,364	-	-	1,364	381
Website	24	-	-	24	331
Donations and Sponsorship	300	-	-	300	11
	-	-	-	-	-
Sub total	16,394	-	-	16,394	30,998
A4 Asset and investment purchases. (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	16,394	-	-	16,394	30,998
Net of receipts/(payments)	8,118	-	-	8,118	- 13,479
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	23,415	1,770	-	25,185	22,258
Cash funds this year end	31,533	1,770	-	33,303	8,779

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Bank Balance	31,533	1,770	-
		-	-	-
		-	-	-
	Total cash funds	31,533	1,770	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets				
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use				
	Land and Buildings		-	798,000
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities				
			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		James A Scarsbrook - Chairman	7/2/2022	
		Dorran L Scarsbrook - Treasurer	7/2/2022	